

**District IV Citizen Review Panel Meeting
Central District Health Department
707 N. Armstrong Place, Boise, Idaho
Thursday, Oct. 3, 2019 ~ 4:00 PM – 6:00 PM**

Panel Members: Brian McCauley, Nicole Noltensmeyer, Kym Nilsen, Shannon Pearson, Darcie Bobrowski

Staff: Alexis Pickering (Central District Health) and Misty Myatt (Idaho Department of Health & Welfare (IDHW))

Absent Panel Members: Teri Murrison, Melissa Mezo

Citizen Review Panel Meeting Call to Order

Brian McCauley, Panel Chair, called to order the District IV Citizen Review Panel meeting at 4:01 PM.

Consent Agenda for October 3, 2019

Brian requested to amend the agenda and add an update on his meeting with Director Jeppesen with IDHW.

Motion: Darcie moved and Nicole seconded to approve the amended agenda and confirm the minutes. No discussion. All in favor, motion carried.

Director Jeppesen Meeting Update

Brian discussed the meeting he had on Oct. 1, 2019 with Director Jeppesen, Miren Unsworth, and Roxanne Printz to request access to speak with consenting foster parents about cases that the Panel reviews. IDHW staff said they would allow the Panel to distribute and collect survey responses from foster families but not communicate with them directly. The Panel agreed it is very challenging to understand and know the details of a case without foster parents' perspective. The Panel discussed ways to have foster families included in the Panel's work, which included opening lines of communication through Panel meetings. They decided to table the discussion until a later date. Brian mentioned that there is concern from other parties that the Panel could become another party "meddling" in cases if the Panel doesn't put parameters in place when working with foster families. The Panel is looking to find systemic issues and will continue to look at the big picture.

Shannon mentioned The Foster Youth Advisory Board and having them join the Panel at some point to share issues and feedback. The Panel agreed they would be another voice to add to the conversation.

Quarterly Report Review

Alexis informed the Panel that she will be submitting the Quarter 4 Report to the Legislative Oversight Committee (Senator Lee) and IDHW (Miren Unsworth) on Oct. 15, 2019. Alexis asked for panel members to provide the number of hours, cases, etc. by close of business on Thursday, Oct. 10, 2019.

Case File Workshop Follow-Up

Brian led the group through a review of the new google form. “Age of children in foster care” is for when they were removed. Shannon requested that notes be added to each section, and Brian will make that adjustment. Shannon recommended to add a questions about the status of the case when the panel member reviews the case. The group agreed to add that question to the form. Number of placements and caseworkers will be provided by the department when they assign cases.

With other revisions, they think this new form is the great place to start. Shannon mentioned that she has reviewed cases that are missing affidavits connected with GAL representation where she knew that they did have representative, but it is missing in eCabinet. Shannon is going to use court numbers to cross-reference how many cases we’ve been assigned have GAL representation or they do, but it isn’t being referenced in eCabinet.

The new IDHW foster care digital portal and program won’t be available until December 2020. Misty thinks over time the eCabinet documentation will become more organized.

Alexis will ask Geri Rackow to ask about the quarterly CRP calls and whether or not she is still facilitating those statewide calls. Alexis is absent in most of November so Nicole will take minutes in Alexis’s absence. Alexis will send out calendar invites for the Nov. 5 meeting.

Adjournment: Brian adjourned the meeting at 6:04 PM.

Minutes prepared by Alexis Pickering